



CHIPPEWAS OF KETTLE & STONY POINT FIRST NATION

EMPLOYMENT OPPORTUNITY

SHKAABEWIS/HELPER – SHORT TERM

PROGRAM AREA:	HEALTH SERVICES
POSITION TITLE:	SHKAABEWIS/HELPER
REPORTING PROTOCOL:	REPORTS TO THE MENTAL HEALTH AND WELLNESS HUB & RECOVERY HOME MANAGER

POSITION SUMMARY: As part of the Mental Health and Wellness Hub & Recovery Home’s Collaborative Care Team, the Shkaabewis/Helper for Knowledge Collection and Mobilization is responsible for helping execute recommendations from the Comprehensive Community Plan and implement core components of a NIB Trust Fund special project entitled Re-Learning Our Culture: A Journey of Reflection. Core components include working with the Program Manager, community workers, and local Elders, Spiritual Advisors, Knowledge Keepers and Language Carriers to collect and preserve Anishinnaabemowin words and phrases and community stories, cultural activities and resources. Towards this, the Shkaabewis/Helper will facilitate, record and transcribe one-to-one and group interviews with Elders, Spiritual Advisors, Knowledge Keepers and Language Carriers. With this information, the Shkaabewis/Helper will assist with the creation of a central repository of information and with the development, implementation and evaluation of a language and culture curriculum with adaptations across multiple age and organizational groups (e.g., education and health). Other duties include assessing existing local competencies and assisting with the development of core language and cultural competencies for administration, departmental staff and leadership.

EDUCATION REQUIREMENTS:

- Post-secondary education in Indigenous Studies or a related field, or a combination of relevant education and community-based experience, including cultural preparation/traditionally earned and Elder guided community preparation in Indigenous cultural beliefs, values, customs and traditions;
- Certification or training in mental health and addictions, crisis response and/or suicide intervention strongly recommended.

KNOWLEDGE AND SKILLS REQUIREMENTS:

- Minimum three years experience working with Indigenous people in a community-based setting;
- Strong knowledge of Indigenous ways of knowing, being and doing, including knowledge of culture and ceremony;
- Passion for supporting community participation in language and culture development;
- Familiarity with the concept of colonization and its impact on Indigenous people in Canada, and knowledge of how Indigenous language and culture positively impact the development of individuals, families and communities.
- Sound interviewing skills;
- Excellent group facilitation skills;
- Demonstrated ability to work effectively with a diverse range of community stakeholders;
- Knowledge of the purpose and principles of the Personal Health Information Protection Act (PHIPA);
- Well-developed written and verbal communication skills; and
- Working knowledge of computers and the use of Microsoft Office and Outlook.

OTHER REQUIREMENTS:

- Must provide a clean Police Records Check;
- Must provide a Class 'G' Ontario Driver's Licence and have access to a vehicle, \$1M in auto insurance liability coverage and the ability to travel; and
- Must provide a copy of all degrees, diplomas and related certificates.

PREFERENTIAL HIRING REQUIREMENTS:

- KSPFN encourages all qualified individuals to apply. However, preference will be given to qualified First Nations people in accordance with KSPFN' General Principles of the Human Resource Management Policy, section 16 of the Canadian Human Rights Act, sub-section 24(1)(a) of the Ontario Human Rights Code, and section 7 of the Employment Equity Act. First Nations candidates who wish to qualify for preferential consideration can self-identify themselves in their cover letter.
- Successful applicant must provide a current and up to date CPIC and vulnerable sector background check upon hiring.
- Successful applicant must provide a copy of their Diploma and other related certificates.
- Applicants must consent to a full background check upon hiring.

SECOND POSTING

PLEASE SUBMIT YOUR SEALED APPLICATION, COMPLETE WITH A DETAILED RESUME
AND A MINIMUM OF THREE (3) WORK RELATED REFERENCES,
CLOSING DATE – NOVEMBER 24TH, 2023 AT 4:00PM

TO: Chippewas of Kettle & Stony Point First Nation,

ATTN: **HR – SHKAABEWIS/HELPER**

Email to: hr.assistant@kettlepoint.org

Mail to: 6247 Indian Lane, Kettle & Stony Point First Nation, ON N0N 1J1

Fax: 519-786-2108

*A full Job Description is available: contact the HR assistant at hr.assistant@kettlepoint.org
Interviews will be scheduled shortly after the closing date.*

ONLY THOSE APPLICANTS WHO MEET THE QUALIFICATION STANDARDS AND REQUIREMENTS WILL BE INTERVIEWED. AN UPDATED CPIC AND A REFERENCE CHECK WILL BE REQUIRED FOR THE SUCCESSFUL CANDIDATE PRIOR TO FINAL CONFIRMATION OF EMPLOYMENT